



**US Army Corps
of Engineers**
Pittsburgh District

VACANCY ANNOUNCEMENT NO. 1-03

OPEN: 03 January 2003

CLOSE: Open Continuously

STUDENT CAREER EXPERIENCE PROGRAM (SCEP)

POSITION: Student Trainee, Administrative
Clerical
Engineering
Financial
Park Ranger
Scientific
Trades & Crafts

NOTE: You must indicate which position you are applying for. You must submit one application/resume for each position applied for.

Location: All locations within the Pittsburgh District.

AREA CONSIDERATION: All students who are enrolled or accepted for enrollment in an educational program above the high school level, in the field for which applying.

**ACCEPTANCE OF THIS POSITION REQUIRES THAT YOU ENROLL IN
DIRECT DEPOSIT/ELECTRONICS FUND TRANSFER FOR PAY PURPOSES.**

DUTIES: Duties vary depending on the position being filled and are in support of the Pittsburgh District's mission.

QUALIFICATIONS: In accordance with the Office of Personnel Management (OPM) Standards for General Schedule and Wage System positions.

EQUAL EMPLOYMENT OPPORTUNITY: All qualified applicants will receive consideration for this position without regard to their race, religion, color, national origin,

marital status, sex, politics, physical handicap, age, or membership or non-membership in a employee organization.

HOW TO APPLY:

The Civilian Personnel Advisory Center must receive the following from the applicant:

1. OF-612 (Application for Federal Employment) or resume.
2. OF-306 (Declaration of Appointee).
3. SF-181 Race and National Origin Identification.
4. Candidates applying under Military Service/Preference must submit a copy of service discharge Form DD Form 214.
5. All applicants must include current transcripts and a letter from the school on letterhead verifying that you are a student in good standing.

Applications should be addressed to U.S. Army Corps of Engineers, Civilian Personnel Advisory Center, William S. Moorhead Federal Building, 1000 Liberty Avenue, Pittsburgh, PA 15222-4186.

You can contact the Civilian Personnel Advisory Center at (412) 395-7488 for additional information or needed forms.